

## Historic Preservation Reviewer/Consultant Request for Qualifications and Proposal

On behalf of the Board of Stark County Commissioners and the cities of Alliance, Canton and Massillon, the Stark County Regional Planning Commission is requesting qualifications and proposals for Historic Preservation Reviewer/Consultant as outlined in the following Request for Qualifications/Proposal. If you are interested in submitting a proposal, please do so no later than Wednesday, March 9, 2016. Proposals should be submitted to: Stark County Regional Planning Commission, 201 Third Street NE, Canton Oh 44702 to the attention of Beth Pearson.

If you have any questions, please email them to [bapearson@starkcountyohio.gov](mailto:bapearson@starkcountyohio.gov).

### Request for Qualifications and Proposals Historic Preservation Reviewer/Consultant

The cities of Canton, Massillon and Alliance and the Board of Stark County Commissioners are requesting qualifications for a historic preservation reviewer/consultant for work in conjunction with federal U.S. Department of Housing and Urban Development (HUD) funded programs. Each of the three (3) cities and the County are direct entitlements of Community Development Block Grant (CDBG) funding, and the city of Canton is a direct recipient of HOME funding while the County forms a consortium with the cities of Massillon and Alliance for this program. Each of the cities and the County will contract individually with the selected individual/firm for the work to be undertaken.

The contracts will require review of all housing rehabilitation projects, along with all other federally funded projects which might affect historic resources. This will also include activities of the Stark Metropolitan Housing Authority (SMHA), as each is considered the responsible entity for SMHA activities.

1. All work will be done utilizing the Section 106 review form already in use by the Stark County Regional Planning Commission (SCRPC) which administers the County's HUD programs. Provide written documentation of completed historic review to the requesting entity within two (2) weeks of request.
2. Maintain a log of all projects reviewed to include: date of review, address of property, determination of National Register eligibility and potential effect on the project and summary of all project activities.
3. Timely submission of an annual report to each of the contracting entities that can be submitted to the Ohio Historic Preservation Office that lists all projects reviewed, accompanied by a minimum of three (3) examples of project review completed within the reporting period.

Minimum qualifications include:

1. 36 CFR 61 Certification as an architectural historian or historian.
2. Documented experience with the National Register of Historic Places (NR), either through experience as an NR reviewer with a state historic preservation office, or writing successful NR nominations.

3. Familiarity/experience with the Section 106 review process, particularly with the application of NR criteria to determine potential NR eligibility, and how considerations of integrity factor into determinations of potential eligibility.

It is anticipated that each of the entities may have up to 50 reviews per year. Three (3) of the entities have existing Memorandum of Agreements with the Ohio Historic Preservation Office and the fourth is looking to enter into such an agreement.

Please submit qualifications and pricing structure to: Beth Pearson at the address in the attached letter along with three (3) references no later than Wednesday, March 9, 2016. Pricing needs to include breakdown for all costs associated with the work. For questions, please email: Beth Pearson at [bapearson@starkcountyohio.gov](mailto:bapearson@starkcountyohio.gov).